

DIVISION 7 HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING MINUTES

JUNE 21, 2018

Called to order at 9:30 by President S. Lavelly

Present: Richard Streeter, Nancy Baer, Steve Lavelly, Dawn Kerns, Mike Mowatt, and Joel Ogden.

**President's Report:** Steve Lavelly announced Cal Murphy had officially resigned from the board. His resignation was reluctantly accepted. M/S/P A gift card will be given to Cal in recognition of his years of excellent service.

**Approval of Minutes:** M/S/P with corrections that landscaping on 108 was at the owner's personal expense. Reported that landscaping tasks sent to SLOA for approval accepted without needing costs attached.

Carol Stults was introduced as a board member nominee to fill Cal Murphy's remaining two year term, acting as Vice President, assisting with the Landscaping Committee and producing a Div. 7 newsletter. M/S/P

**Treasurer** Dawn Kerns presented financial information. Currently, more than ½ of the year's dues are paid, 40 quarterly invoices were just delivered. Maintenance has spent 40% of its budget, Landscaping has used 38% of its. The amounts in various accounts were reviewed. The Key Bank CD will need to be reviewed and renewed if desired. See attached Financial reports.

**Landscape** Chairman Richard Streeter discussed various projects: a tree removal approved for Units 133D/137A (\$2200-2800). M/S/P to remove tree. SLOA approved bushes removal but no one has been available to do. Various other activities include freeing sprinkler heads and repairing a water leak. Discussion on scheduling of sprinkler use and whether owners might be able to access sprinkler controls. Also use of plants or fences around transformers. PUD want large spaces and removable fences but that is situationally difficult or unreasonable. Mike and Richard will survey and consult.

**Maintenance** Chairman Mike Mowatt stated that work requests are backing up since both Brad and Steve have had personal problems and have not been

available. About \$18,000 was saved by cancelling the driveway replacement project at #137. Deck repairs however are expected to exceed the \$7500 budgeted. Karl Allen Roofing will reroof #117 in July for \$25,000, approximately.

One-half of the HOA budget goes to maintenance so it would be very useful to determine what work is the HOA's responsibility and what belongs to the owner. Further discussion and decision making by the Board is needed to clarify this complicated area. Records of repair, modifications, add-ons, etc for each unit are sketchy. What is available needs to be in electronic safekeeping. Carol Stults, Teresa Knapp-Streeter, Toni Tobin and Robert Baer will work together to find an appropriate program for this and what to input.

**Audit Committee** member Mike Mowatt stated he, Steve Wellborn, Dawn Kerns, and Jack Marlow have corrected the financials and submitted them to the auditors. Further actions will be taken per auditor suggestions. Auditor agency is Newman and Company of Carlsbad California, reputedly "HOA specialists".

Discussion on amount board members can spend without Board permission. Currently is \$1500 which might be appropriate for Landscaping and Maintenance but needs to be lowered for other members. Comparison information will be researched.

**Welcoming Chairperson**, Toni Tobin, announced the 4<sup>th</sup> of July party will be from 2-4:00, Wednesday. Invitations will be given out with more information.

**Nominations Chairperson**, Nancy Baer, will be gathering helpers for the Annual Meeting on September 20. Please contact her if anyone wants to help.

**Old Business:** Unit 108A will have its driveway done at the owner's expense around the second week of July. Street arrows and signs will be bought and applied when supplier is chosen. Mike will refresh the entrance sign.

Adjourned 11:00.